

CPAK Monthly Conference Call Meeting
September Minutes
9.10.09

Exec Present: A. Taylor (Georgetown), E. Liebschutz (U of L), D. Horrar (U of L), F. Griffith (Georgetown), D. Harper (NKU), J. Johnson (U of L), M. Cuyjet (U of L), M. Mardis (U of L), S. Bush (JCCC), M. Bradstreet (Kentucky Wesleyan)

Conference officially commenced at 10:03 am

- Welcome Megan!
 - Bradstreet: Asst. Dean of Student Life at Kentucky Wesleyan College---a true jack of ALL trades!
 - Worked with Jessica, was pleased to take her place

- Careers in SA Conference Update
 - **Johnson:** Meeting scheduled for yesterday postponed to the 17th of September
 - Met w/ Cuyjet to discuss date; if held in Oct 24th, Nov 7 or Nov 21st
 - **Cuyjet:** Could have it in Oct. for Student Affairs month, but that would be a rush
 - If done in Nov., Sat would be best for involvement
 - **Mardis:** Not a great turn out in the past, but knows students are interested
 - Nov 7th is SACSA
 - **Cuyjet:** Home game Nov 14th; parking could be a problem
 - 21st may be best
 - **Griffith:** Could still capitalize on SA Month by advertising in that month for Nov. event
 - **Taylor:** Agrees this could be a great showcase
 - **Liebschutz:** If this goes well, it will make for a easy transition next year
 - **Horrar:** Question posed about Thanksgiving break
 - All Students will still be around
 - **Johnson:** will contact Sodexo about having meals covered
 - Wants to market to undergrads and grads (mock placement, grad school, etc)
 - **Cuyjet:** Doesn't want to make it too complex due to travel and participant areas; wants to give solid info without overloading
 - Pam Curtis is the appropriate contact since she's down the conference before; particularly the mock placement
 - No idea about how many people to expect; Exec may need to help with estimates— contact Johnson with suggestions, estimates, etc.
 - **Mardis:** Will there be a form online?
 - **Johnson:** Exploring form with deadline to help with planning
 - **Liebschutz:** Could send an email to school/community contacts to encourage people to work ahead
 - **Taylor:** Begin working on marketing piece
 - Time during Oct. face to face meeting can be used to help with this

- Conference Update
 - **Liebschutz:** Communication w/ Hyatt has not been well

- Still no contract, contact is having personal issues
 - Concerns about moving forward, planning, marketing
 - May need to resend if they do not help us secure a date via contract
 - **Bush:** Anyone else to work with while contact is on sick leave?
 - **Liebschutz:** Has not tried that route based on representative assignment, inter-workings
 - Will explore others for assistance
 - **Mardis:** Two events have occurred at the Crowne Plaza for U of L that have gone well since summer discussion
 - Plaza would be a good alternative
 - **Liebschutz:** Didn't meant to surprise Exec/ President, just wanted to inform council
 - How much longer before we decline?
 - **Cuyjet:** Determine a time that needs to works for Liebschutz
 - Recognizes that verbal contract is not secure enough
 - Recommends not going more than a couple of weeks without notification
 - **Mardis:** Should contact Crowne Plaza to see if they are interested
 - **Taylor:** Agreed to call Crowne
 - **Cuyjet:** Push back with notification that board is expecting a contract by a certain time or else we'll have to move to another option
 - **Taylor:** Will request contract by a set amount of days before Crowne consideration begins again
- Speakers
 - **Mardis:** Komives to present at national leadership conference
 - Also talked to Salvador
 - Komives is the preferred
 - Although it's leading into NASPA, Komives says she can consider CPAK state conference
 - **Taylor:** Has been in contact w/ Komives and things look promising
 - Date consideration for the future; current time still conflicts w/ NASPA
 - May have to move CPAK to an earlier date in Feb
 - **Cuyjet:** NASPA dates fluctuates; so does SEAHO
 - **Taylor:** Sparks conversation about keeping CPAK as a spring conference
- Conference Theme
 - Pioneering Practices, Expanding Education
 - **Bradstreet:** Likes the direction
 - **Cuyjet:** Per Mardis, possibly *Enhancing* instead of expanding
 - **Taylor:** Pioneering Practices, Enhancing Education

*Consensus to go with the latter: **Pioneering Practices, Enhancing Education***
- October face to face
 - Complete doodle to set up date
- Additional Items
 - **Taylor:** After contract is received, a welcome letter will be set out
 - **Cuyjet:** Date for program proposals?
 - **Liebschutz:** Around Feb

- **Cuyjet:** Will make a push in his classes
- **Liebschutz:** Proposals needs to be live around Nov
- **Johnson:** Will join the team to manage proposal process

- Membership Outreach
 - **Horrar:** Mostly rebuilt; host switch official
 - New host does not connect to our webpage
 - Should have things connected and going in 3 days
 - **Taylor:** Anticipated time for completion?
 - **Horrar:** Unsure of time it will take to get host name
 - Progress will be automatic after that occurs
 - **Taylor:** Will proceed with the welcome to build anticipation for new snazzy website!

- Survey
 - A few updates still needed; Liebschutz will update Thuringer

- Campus Liaisons
 - Reminder to keep lists up to date
 - **Liebschutz:** Still has her spreadsheet and can send to Bradstreet if needed (taken care of)
 - **Bush:** Needs list from previous officer
 - **Liebschutz:** Originated list by contacting Deans at each college—this may be needed if list does not surface

- Closing Remarks
 - Next conference call Oct. 8th, 10-11a
 - If meeting in Oct. happens, it will take the place of the conference call
 - Spring dates will be set later this term
 - Correction by Liebschutz: dates listed in previous minutes were 1 day off
 - **Oct 8th**
 - **Nov 12th**
 - **Dec 10th**
 - Andrew's email has changed; Megan is receiving emails
 - **Horrar:** Email addresses for CPAK will be disabled while the new website is being rebuild
 - **Liebschutz:** NAPSA KY rep needs a new email to eliminate the use of Mardis' personal email account
 - Plans were made to correct this

Meeting adjourned at 10:42am

Respectfully Submitted by:
 Destiny C. Harper
 Secretary-Treasurer